



The Federation of The Downs & Northbourne Church of England Primary Schools



*Chair of Governors: Dr A Eyden
Vice Chair of Governors: Rev D Ridley*

*"if you have faith as small as a mustard seed...nothing will be impossible."
(Matthew: 17 v20)*

The Downs CEP School
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*Head Teacher: Miss T Leighton
Deputy Head: Ms N Luxford
SENCO: Mrs N Barnes
Safeguarding Lead: Mr M Turner*

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*Head Teacher: Mr M Reynolds
SENCO: Mrs K Morrison
Safeguarding Lead: Mr M Turner*

25th September 2020

Dear parents and carers

Updated plans for drop off and pick up

I would like to thank all parents and carers for your amazing response to our requests for face coverings to be worn on site and for helping to ensure that children can get into and out of school safely. It is very much appreciated.

We have been, as we are doing constantly, reviewing how drop off and pick up are working and would like to make some minor adjustments to morning drop off, to start from Monday 28th September.

Morning drop off arrangements:

Goodwin and the lower school gate (off Blossom car park) will be open from **8.45am until 8.55am**.

Years **6, 5, 4** and class **3E** are to enter through the Goodwin playground gate during this 10-minute window

Years **1, 2** and **3M** are to enter through the lower school gate (off Blossom car park) during this 10-minute window

Year **R** to come through lower school gate (off Blossom car park) at **9.00am**

It is important that the children come through the right gate to avoid cross over at the back of the school.

End of day arrangements

These will remain the same (and therefore might be a different gate to the morning) except for **change in time for year R**

2.55pm	Year R to exit via the lower school gate (off Blossom car park)
3.00pm	Year 6 to exit via the Goodwin playground gate Year 5 to exit via the lower school gate (off Blossom car park)
3.10pm	Year 4 to exit via the Goodwin playground gate Year 3 to exit via the lower school gate (off Blossom car park)
3.20pm	Year 2 to exit via the Goodwin playground gate Year 1 to exit via the lower school gate (off Blossom car park)

Please do continue to be vigilant with social distancing, wearing face coverings on site, keeping your children with you at all times and ensuring pathways are clear enough for children to pass safely.

Yours sincerely

Miss T Leighton
Headteacher

